

## **Ergonomics Committee Charter**

The purpose of the Institutional Ergonomics Committee is to help protect workers from workplace illnesses and injuries resulting from ergonomic risks or hazards. The Committee will facilitate and assure the implementation of the institutional requirements of the Ergonomics Program at the Laboratory. This institutional "safety" committee will have a 1) strong relationship to environmental, safety, and health issues; 2) technical and operational focus; and 3) Laboratory and contractor-wide scope.

The Committee will report to Dennis J. Erickson, ESH Division Director, who will serve as committee champion and includes other specific responsibilities: issue resolution, funding approval, membership, reporting, and communicating with senior Laboratory management.

The Committee, through a diverse membership, will direct the Ergonomics Program by assuming responsibility to do the following:

- Provide input and recommend options to management, as appropriate, to assure the success of and continued improvement of the Program;
- Support the development of an annual strategic plan for the Program to address priority issues related to employee involvement, management commitment, facility planning, emerging ergonomic issues, employee health and safety, and other issues or concerns;
- Serve as a resource for developing a uniform approach for the Program at the Laboratory.
- Serve as a policy clearinghouse for ergonomic initiatives having the potential for Laboratory-wide impacts;
- Evaluate, document, and report the effectiveness of the Program;
- Propose changes to institutional the LIR and evaluate the impact on the Program;
- Identify special emphasis areas to create a special focus for the Program, as needed;
- Foster communications on ergonomics issues for the institution;
- Recognize excellence in ergonomics program implementation, solutions to administrative and technical problems, and in all aspects of the Program at the Laboratory;
- Define and continually improve the Program as a business process; and
- Act to include and involve employees and managers in assuring a safe workplace.